

Narrative Information Sheet

West Union Brownfield Assessment for Revitalization

1. Applicant Identification: Resource Conservation & Development for Northeast Iowa, Inc.
101 E. Greene St.
Postville, IA 52162
2. Funding Requested
 - a. Assessment Grant Type: Community-wide
 - b. Federal Funds Requested
 - i. \$241,730
 - ii. Northeast Iowa RC&D is **not** requesting a Site-specific Assessment Grant waiver.
 - c. Contamination: **\$241,730 Hazardous Substances** / \$0 Petroleum
3. Location
 - a. West Union
 - b. Fayette County
 - c. Iowa
4. Property Information for Site-Specific Proposal: Northeast Iowa RC&D is not requesting a Site-specific Assessment Grant
5. Contacts
 - a. Project Director
 - i. Name: Nathan Thompson
 - ii. Phone Number: (563) 864-7112
 - iii. Email Address: nathan@northeastiowarcd.org
 - iv. Mailing Address: PO Box 916
101 East Greene St.
Postville, IA 52162
 - b. Chief Executive
 - i. Name: Paul Berland
 - ii. Phone Number: (563) 864-7112
 - iii. Email Address: pberland@northeastiowarcd.org
 - iv. Mailing Address: PO Box 916
101 East Greene St.
Postville, IA 52162



6. Population: 2,486

7. Other Factors Checklist

Other Factors	Page #
<i>Community population is 10,000 or less.</i>	1
The applicant is, or will assist, a federally recognized Indian tribe or United States territory.	-
The priority brownfield site(s) is impacted by mine-scarred land.	-
<i>The priority site(s) is adjacent to a body of water.</i>	2
<i>The priority site(s) is in a federally designated flood plain.</i>	2
<i>The redevelopment of the priority site(s) will facilitate renewable energy from wind, solar, or geothermal energy; or any energy efficiency improvement projects</i>	2
<i>30% or more of the overall project budget will be spent on eligible reuse planning activities for priority brownfield site(s) within the target area.</i>	8

8. Letter from the State or Tribal Environmental Authority: **Attached**



November 22, 2019

Mr. Jonathan Harrington
US EPA Region 7
11201 Renner Blvd
Lenexa, KS 66219

RE: Brownfield Assessment Grant Application from Northeast Iowa Resource Conservation and Development – West Union, Iowa Community-Wide Brownfield Project

Dear Jonathan:

This letter is submitted as a statement of acknowledgement, review and support for the Northeast Iowa Conservation and Development's (Northeast Iowa RC&D) brownfield assessment grant application, through funding authorized by §104(k) of CERCLA. This application and brownfield assessment initiative is designed to provide needed resources to Northeast Iowa RC&D to develop and carry out a comprehensive, community-wide approach to environmental assessment for a number of brownfield sites and areas within the City of West Union that have had a detrimental environmental and community-quality impact.

West Union is a rural community of just over 2,300 residents. Over the last 25 years the community has seen negative trends and decline in social and economic indicators, particularly in regard to levels of poverty and unemployment. The effects of urban migration in both population loss, retail, and manufacturing have created challenges for Iowa's rural communities, including West Union. These trends have resulted in the creation of numerous vacant or underutilized commercial and industrial properties in the City, particularly in the downtown and Otter Creek Corridor; and, without proper environmental planning, assessment, and cleanup as needed, these properties will continue to sit latent.

The Iowa Department of Natural Resources (IDNR) has worked closely with Northeast Iowa RC&D in past years by providing technical and financial resources through our Brownfield State Response Section 128(a) Program for various, single-sites in their area's rural communities; however, the daunting task of a needed community-wide approach within West Union for comprehensive brownfield assessment, cleanup, and redevelopment planning will require significant investment, beyond the dedicated resources that both Northeast Iowa RC&D and the IDNR can put forward on their own.

The IDNR appreciates the opportunity to be a supportive partner for brownfield assessment, cleanup, and redevelopment projects in the past with Northeast Iowa RC&D, and we support the brownfield assessment strategies presented in this application for West Union with the highest degree of endorsement and confidence.

Sincerely,

A handwritten signature in black ink, appearing to read "Mel Pins", is written over a horizontal line.

Mr. Mel Pins
Executive Officer
Iowa Brownfield Redevelopment Program

1. Project Area Description and Plans for Revitalization

1.a. Target Area and Brownfields

1.a.i. Background and Description of Target Area The forty-acre target area includes a mix of land uses in central and downtown West Union, IA (2,456)¹, seat of Fayette County, located on US-18 and IA-150 & IA-56; primary industries manufacturing (24% of jobs), construction (18%), and retail (10%).¹ Within this area are at least 17 known brownfield sites. Fires have destroyed or damaged five downtown businesses since 2010, and redevelopment has not occurred due in part to perceived environmental contamination and expensive remodel/reuse costs. Downtown commercial district structures are likely to contain lead and asbestos; 91% were constructed before 1978.² Since 2008, the city has lost 22 businesses,³ and current Median HH Income is 78% of the US average.¹ West Union is at a critical juncture for economic development: it has invested in a pedestrian-friendly downtown streetscape, green stormwater management facilities, district geothermal heating loops, and its National Register of Historic Places downtown district. Community members lead efforts to improve walkability, healthy food access, economic development, and historic preservation through the Iowa Healthy Hometown Initiative (IHHI), pilot projects for a statewide health initiative, Main Street Iowa, and a 2019 vision plan developed as part of its designation as an “Iowa Great Place” (IGP). Common goals of these initiatives include increased physical activity through walkability improvements and access to recreation, business development, historic preservation, and renewable energy expansion in order to achieve overall goals of improving health outcomes that lag state and national indicators (diabetes, obesity rate) and increasing West Union’s competitiveness for residents, entrepreneurs, and employers.

1.a.ii. Description of the Priority Brownfield Sites All are hazardous substances sites.

Address	Site Desc.	Current Use	Prev. Land Use(s)	Cond.	Priority	Priority Reason	Potential reuse
Downtown sites							
N. Vine St.	Vacant parcel	None	Comm'l bldg	-	High	Catalytic re-use	Creative placemaking
105 E. Main St.	Vacant parcel	None	School	-	High	Catalytic re-use	Comm'l redev.
101 E. Main St.	Vacant bldg	None	Office, hotel	Poor	High	Catalytic/ historic bldg	Comm'l / residential
S. Walnut (@ Elm)	Parking lot	Lot	Parking	-	Low	Redev. potential	Creative placemaking
103 S. Walnut St.	Vacant bldg	None	None	Good	Low	Redev. potential	Comm'l / residential
112 S. Walnut St.	Vacant parcel	None	Comm'l bldg	-	Low	Redev. potential	Comm'l / residential
115 E. Plum St.	Vacant bldg	None	Electrical shop	Fair	Low	Re-use potential/ historic	Comm'l redev.
Sites connecting downtown with Otter Creek corridor							
304 S. Vine St.	Vacant bldg	None	Warehouse	Fair	High	Catalytic re-use	Residential
316 S. Vine St.	Vacant bldg	None	Warehouse	Fair	High	Catalytic re-use	Residential
213 S. Vine St.	Vacant parcel	None	Residential	-	Low	-	Comm'l redev.
116 W Plum St.	Gravel lot	Parking	Unknown	-	Low	Connectivity	Business incubator
305 S. Vine St.	Vacant parcel	None	Residential	-	Low	-	Comm'l redev.

¹ United State Census Bureau American Community Survey 5-year Estimates, 2013-2017. <https://factfinder.census.gov>. Accessed 10/17/19.

² Conversation with City Manager, and Fayette County Economic Development Director, 9/12/19. <https://beacon.schneidercorp.com> 10/17/19

³ Iowa State University, Iowa Community Indicators Retail Trade Report, years 2008-2018. <https://www.icip.iastate.edu/retail>. Accessed 10/17/19.

Adjacent to Otter Creek & within FEMA-designated flood hazard area							
300 S. Union St.	Bldg & gravel	Storage	Storage	Good	High	Connectivity	Comm'l / trail
W. Railroad St.	Bldg & gravel	Maint. yard	Storage	Fair	High	Rec. trail / habitat restoration	Trail corridor / civic
W. Railroad St.	ROW/parking	Maint. yard	Storage	-	High	Rec. trail & habitat restoration	Trail corridor / civic
S. Pine St.	Vacant parcel	None	-	-	High	Rec. trail & habitat restoration	Trail corridor / civic
W. Railroad St.	Vacant parcel	Maint. yard	Storage	-	Low	-	Trail corridor / civic

1.b. Revitalization of the Target Area

1.b.i. Redevelopment Strategy and Alignment with Revitalization Plans Strategy:

Work with existing community groups to advance resident-led economic development and health initiatives through identification, remediation, and reuse of brownfield sites. This includes the following: **Expand private use of geothermal systems and explore the feasibility of alternative energy development at brownfield sites** in order to capitalize on previous green infrastructure investments and provide competitive energy costs for businesses. **Identify public-private partnerships to clean up, protect and provide public recreational opportunities in stream corridor brownfield sites.** Partnership with landowners will improve water quality in adjacent Otter Creek⁴ by protecting the riparian corridor from encroachment from nearby uses and creating a natural filtration buffer. **Identify opportunities and methods for increasing community walkability and active transportation**, especially along Otter Creek- identified by local leaders as a critical part of the city's goal of increasing physical activity among West Union residents. **Encourage housing development at brownfield sites.** West Union has older housing stock than Iowa or the US as a whole⁵, putting residents at risk for lead & asbestos exposure. **"Creative placemaking" elements at brownfield sites where market factors or environmental conditions may not be favorable for private redevelopment.** Public art, gathering places, or playgrounds will enhance quality of life for residents and present a positive community image. **Identify private and public funding and partnerships for redevelopment of priority brownfield sites.** Leveraging public investment to attract private redevelopment is the primary goal of brownfield planning and assessment.

These strategies advance local, county, and regional plans for the target area:

- **West Union IGP Vision Plan:** *Trail and Recreational Development*, including link through brownfield sites to Echo Valley State Park; *Development of Green and Social Spaces* within downtown core; *Expansion of Renewable Energy Investments* throughout the community; *Watershed Protection* through stormwater management and clean-up of Otter Creek corridor; *Community Revitalization* through remediation, housing development, and business assistance.
- **West Union IHHI Master Plan:** Additional greenspace and parks, new and rebuilt sidewalks, and bike-friendly streets are elements of this health and wellness plan for West Union.
- **Turkey River Watershed Management Authority (TRWMA):** *hydrologic function and resiliency and ensur[ing] clean water w/ targeted stormwater management at priority sites.*
- **Iowa State Conservation and Outdoor Recreation Plan:** Helps West Union achieve goals

⁴ A cold-water trout stream listed as an "impaired water" by the Iowa DNR: Iowa DNR. <https://www.iowadnr.gov/environmental-protection/water-quality/water-monitoring/impaired-waters>. Accessed 10/23/19.

⁵ United State Census Bureau American Community Survey 5-year Estimates, 2013-2017. <https://factfinder.census.gov>. Accessed 10/17/19.

related to *inhibited activities*: biking paved trails, hiking/nature walks, and fishing.

The **Fayette County Conservation Board** is actively pursuing strategies to link Echo Valley State Park and downtown West Union through trail development, and the **City of West Union** and **Fayette County Economic Development** are pursuing development at 101 & 105 E. Main.

1.b.ii. Outcomes and Benefits of Redevelopment Strategy Though West Union is not part of an Opportunity Zone, grant-funded activities will spur economic growth through redevelopment/reuse. Specific outcomes include **geothermal system utilization**, with increased utilization of downtown geothermal loop and support for additional investments in renewable energy at brownfield sites; **improved environmental quality**, including a decrease in sediment & pollutant runoff from urban sites, and an improvement in water quality and wildlife habitat along Otter Creek and tributaries, implementation of additional stormwater runoff best management practices, alternative energy solutions (solar/geothermal), and use of native vegetation in landscaping; **economic growth through the development of** new businesses at three or more brownfield sites in downtown West Union or adjacent areas, an increase in sales tax receipts as a result of increased valuation & decreased vacancy rates and safe, affordable housing options, with at least 2 new downtown housing units available; and **improved resident well-being** through an increase in physical activity by West Union residents due to availability of trail to Echo Valley State Park through redeveloped sites and enhanced pedestrian access between points of interest, and increased understanding and action by members of underrepresented rural communities with regard to potential brownfield sites in the city.

1.c. Strategy for Leveraging Resources

1.c.i. Resources Needed for Site Reuse Community involvement & planning will leverage previous and anticipated projects to secure resources from among the following:

Resource	Organization	Type	Potential project or site
Site Assessment & Remediation			
Derelict Building program	Iowa DNR	Grant	101 E. Main, 304 S. Vine, W. Railroad St.
Asbestos Hazards program	Iowa DNR	Grant	101 E. Main, 304 S. Vine, W. Railroad St.
Revitalization through New Construction or Renovation			
Community Catalyst Building Remediation	IA Dept of Cultural Affairs	Grant	101 E. Main, 304 S. Vine, W. Railroad St.
Historic Resource Development Program	IA Dept of Cultural Affairs	Grant	101 E. Main
Main Street Iowa	Main Street Iowa	Grant	101 E. Main
USDA Community Facilities	USDA	Loan	304 S. Vine, 105 E. Main
Environmental Protection and Habitat Restoration			
State Revolving Fund	Iowa Finance Agency	Loan	Downtown, Connecting Sites, Otter Creek and tributary-adjacent parcels
NFWF	National Fish and Wildlife Foundation	Grant	Otter Creek and tributary-adjacent parcels
REAP	Iowa DNR	Grant	Otter Creek and tributary-adjacent parcels
Active transportation and Recreational Facilities			
Recreational Trails	State & Fed agencies	Grant	Downtown, Connecting Sites, Otter Creek and tributary-adjacent parcels
Iowa Great Places	IA Dept of Cultural Affairs	Grant	Downtown, Connecting Sites, Otter Creek and tributary-adjacent parcels
Large / Small Match grants	Wellmark Foundation	Grant	Otter Creek and tributary-adjacent parcels

Creative Placemaking			
Our Town	National Endowment for the Arts	Grant	Downtown, Connecting Sites
Various	IA Dept of Cultural Affairs	Grant	Downtown, Connecting Sites
Renewable Energy			
REAP	USDA	Grant	Downtown, Connecting Sites

1.c.ii. Use of Existing Infrastructure Existing infrastructure, including green energy and streetscape, roads, water/sewer, and sidewalk connections, will serve more people and businesses if barriers to the re-use of existing buildings and lots are removed. Site testing and remediation are needed so that downtown sites can be competitive with highway-adjacent greenfield development that requires new city infrastructure. Market condition, site conditions, and feasible reuse data will be valuable to economic development professionals and local decision-makers who would like to see a greater utilization of infill brownfield sites. Proximity to other businesses and connectivity between recreational assets, housing, points of interest, and shopping destinations through pedestrian-friendly infrastructure are critical to the success of the commercial district. Increased use of the existing shared geothermal loop and improved health outcomes through investments in sidewalks and recreational facilities will make West Union a model for other communities in the region if additional private and public investment can be secured for planning and redevelopment.

2. Community Need and Community Engagement

2.a. Community Need

2.a.i. The Community's Need for Funding Population decline & stagnant real estate valuation in the region disincentivize investments in local property. The city is small and rural and has limited financial resources and staff capacity to undertake large-scale assessment and redevelopment projects. Low median home value, low household income and a 16% poverty rate limit city revenue. Only two planning staff from the regional planning agency cover a 7-county region in which West Union is located; no cities in the region have dedicated planning staff. Manufacturing, small business, and tourism are primary drivers of the local economy, but entrepreneurs have limited start-up capital and lack access to usable and affordable business space. Site re-use is often infeasible because of costs associated with remediation and renovation.

	WU or Fayette Cty*	IA	USA
Unemployment ⁶	3.4% *	2.5%	3.7%
Med. HH Income ⁷	\$44,722	\$56,570	\$57,652
% in Poverty ⁷	16%	12%	14.6%
Cancer rate (per 100k) ⁷	483.9*	473.6	435.6
Obesity (%) ⁷	34% *	36%	30.6%
Diabetes (per 100) ⁸	10.6*	8.1	8.5
Median Home Value ⁷	\$89,800	\$137,200	\$193,500
% Change, 1990-2017 ⁷	134%	202%	145%

2.a.ii. Threats to Sensitive Populations

Alleviating poverty is essential to reducing barriers to preventative care access. Built environment interventions such as compact, walkable development and recreational access will encourage physical activity. Both will supplement efforts to

⁶ Iowa Workforce Development, Local Area Unemployment Statistics. <https://www.iowaworkforcedevelopment.gov/local-area-unemployment-statistics> & Bureau of Labor Statistics, Overview of BLS Statistics on Unemployment. <https://www.bls.gov/bls/unemployment.htm>

⁷ United State Census Bureau American Community Survey 5-year Estimates, 2013-2017. <https://factfinder.census.gov>. Accessed 10/17/19.

⁸ County Health Rankings, Robert Wood Johnson Foundation, 2019. <https://www.countyhealthrankings.org>. Accessed 10/17/19.

reduce elevated cancer and diabetes incidence in Fayette County, including West Union. **1) Health or Welfare of Sensitive Populations.** Children under the age of five are 7.5% of West Union's population.⁷ Existing structures and former land uses may lead to exposures to lead, asbestos, and unmitigated contaminants. Over 91% of structures downtown West Union are over 40 years old,⁹ with a higher likelihood that these buildings contain lead, particularly dangerous to children and pregnant women because of the developmental problems associated with elevated blood lead levels. Low income levels in West Union may prevent remediation of known hazards such as lead. **2) Disease and Adverse Health Conditions.** Both diabetes and cancer incidence in Fayette County are above Iowa and U.S. averages and the obesity rate exceeds the U.S. average. Development of infrastructure that promotes physical activity, including use of brownfield sites/stream corridors for trails and vacant lots for playgrounds will increase physical activity levels and reduce obesity and diabetes rates. Currently, only 18% of county residents are within a ½ mile of a park.⁸ Assessment of priority sites will help identify potential environmental factors contributing to suboptimal health outcomes.

3) Disproportionately Impacted Populations. Rural residents have been impacted by the effects of federal and state agricultural and transportation policies that favor large-scale, export-driven commodity markets over small-scale agricultural and value-added markets, resulting in advantages for centralized economic hubs and wage-based agricultural employment over traditional agricultural and economic practices (small farms, local value-added businesses, and local retail). It also creates incentives for concentrated animal production, adding high levels airborne ammonia and wastewater to rural parts of the county. West Union's distance from major population centers and transportation networks creates an additional disadvantage for manufacturers and value-added producers, especially in light of regional population decline as the result of small farm consolidation. Redevelopment of brownfield buildings and sites for use by new businesses will create opportunities for entrepreneurs, locally-centered economic growth, and additional employment options for local residents, helping to alleviate poverty and increase access to healthcare and housing free of lead and asbestos hazards.

2.b. Community Engagement

2.b.i. & 2.b.ii Project Partners and Project Partner Roles *Add'l support: EPA & IA DNR*

Partner Name	Name & Contact Information	Specific role in the project
West Union City Administrator	Nick McIntyre 563-422-3908	Site selection, site cleanup, future reuse , partnership, policy development, coordination with city projects/initiatives
Fayette Cty Board of Supervisors	Janell Bradley 563-422-3538	Future reuse , partnerships cross-jurisdictional partnerships
Turkey River Watershed Mgmt Authority	Jon Biederman 563-422-5131	Future reuse , communication/technical assistance with storm water planning & funding
Fayette Cty Planning & Zoning	Catherine Miller 563-422-3767	Future reuse , expertise/technical assistance related to planning and zoning laws and regulation
Fayette Cty Economic Development	Jeanine Tellin 563-422-5073	Site selection, site cleanup, future reuse , expertise with business recruitment, downtown and community revitalization
West Union Main Street	Kristie Austin	Site selection, future reuse , expertise/assistance with

⁹ Conversation with City Manager, and Fayette County Economic Development Director, 9/12/19. <https://beacon.schneidercorp.com> 10/17/19

& Chamber	563-422-5073	business recruitment strategies & use of Main Street resources
Fayette County Conservation Board	Rod Marlatt 563-608-0243	Site cleanup, future reuse , expertise/technical ass't for stream restoration, trail dev., & joint city-county trails grants
W.U. Great Places	Amie Johansen 563-422-3908	Future reuse , assistance with funding for brownfield site redevelopment
River Bluffs Scenic Byway Board	Lynn Kelck 563-422-3269	Site selection, future reuse , board contact for partnership with priority projects and funding along the RBSB
FC Health Dept; IHHL, 5210 Project	Jessica Wegner 563-422-6267	Future reuse , contact for community-wide health and walkability initiative

2.b.iii. Incorporating Community Input Plans will support and incorporate current/previous resident-led initiatives with Iowa Great Places, Iowa Main Street, and the green streetscape project. Public participation opportunities will include **three public meetings in Open House format, one Community Design meeting, two Community-wide mailings, social media outreach**, and **local media** (press releases, invitation to cover events and meetings). Project staff will coordinate outreach with other planned meetings, participate in community-wide activities, and provide information through written materials and joint publicity, and will consult with diverse stakeholders to determine best practices for outreach and for insight into which groups or populations are underrepresented or better served through alternative outreach processes.

3. Task Descriptions, Cost Estimates, and Measuring Progress

3.a. Description of Tasks / Activities and Outputs (3.a.i-3.a.iv)

i. Project implementation / ii. Anticipated Project Schedule / iii. Task/Activity Leads / iv. Output(s) + Quarterly Milestone Schedule

Task 1: Cooperative Agreement Management		Q1	2	3	4	5	6	7	8	9	10	11	12
i	Task review, quarterly reporting, & financial reports.	•	•	•	•	•	•	•	•	•	•	•	•
	Administer project budget & manage & disburse funds.	•	•	•	•	•	•	•	•	•	•	•	•
	Review project timeline, task milestones, & update staff hours & project timeline as needed.	•	•	•	•	•	•	•	•	•	•	•	•
ii	All quarters (Q1-Q12)												
iii	Amanda Streeper, Associate Director												
iv	Quarterly reports, financial reports, revised timeline(s)(as needed)												
Task 2: Community Engagement		Q1	2	3	4	5	6	7	8	9	10	11	12
i	Form Steering Committee from West Union residents, property owners, business owners, & civic leaders. Facilitate 6 semi-annual steering committee meetings.	•	•		•		•		•		•		•
	Manage project social media outreach & publicity.	•	•	•	•	•	•	•	•	•	•	•	•
	Plan & facilitate 3 public meetings & 1 design meeting.			•			•				•		
	Publicity & follow-up communication with attendees			•			•				•		
	Create & send 2 community-wide mailings.		•			•							
	Serve as project point of contact for community members.	•	•	•	•	•	•	•	•	•	•	•	•
	Facilitate public review & comment for final plans.											•	•
ii	All quarters (Q1-Q12)												
iii	Nathan Thompson, Project Coordinator & Mallory Hanson, Economic Development Coordinator												
iv	4 public meetings, presentation boards and informational sheets for public meetings, 6 steering committee meetings, agendas and handouts for steering committee members, social media posts to share on city and local pages, extensive contact with local media, 2 mailings sent to approximately 1100 West Union households, project publicity and general information posters, and public participation (#												

	groups/organizations represented, # of people participating)														
	Task 3: Research & Assess Existing Conditions	Q1	2	3	4	5	6	7	8	9	10	11	12		
	Research, assess, map, & photograph existing infrastructure conditions in the project planning area.	•	•	•	•	•	•								
	Create & update geospatial database.			•	•	•	•	•							
	Create data visualizations (maps, charts, etc).		•	•	•	•	•	•	•	•	•	•			
	Identify health factors relevant to existing infrastructure & land use.	•	•	•	•										
	Evaluate existing building condition.	•	•	•	•										
i	Create market study, evaluating economic constraints & opportunities.			•	•	•	•								
	Research potential environmental concerns in area & at specific sites of interest.		•	•	•	•									
	Determine eligibility of sites for remediation & redevelopment funding & assistance.			•	•	•	•								
	Determine costs associated with connecting redeveloped sites to district geothermal system.				•	•	•	•							
	Identify, with property owners & city leaders, Phase 1 & Phase 2 assessment sites.			•	•	•	•	•	•						
	Prepare bids to contract assessments.					•									
	Selection & hiring of contractor.					•	•								
ii	11 quarters (Q1-Q11)														
iii	Nathan Thompson, Project Coordinator & Ross Evelsizer, GIS Specialist and Watershed Coordinator														
iv	Geodatabase including shapefiles and raster imagery of project area, visualizations (maps, charts, tables) of relevant characteristics for use in public meetings area including site characteristics and condition, area-wide plan, data on health outcomes specific to West Union, Market Study indicating potential areas of opportunity for new businesses, 10 Phase I environmental site assessments, 2 Phase II environmental site assessments, site cleanup plan (if/where applicable), area and site inventories, bid documents for environmental assessments, engagement with property/business owners (# participating)														
	Task 4: Re-use Planning	Q1	2	3	4	5	6	7	8	9	10	11	12		
	Present data to stakeholders & public. Work with steering committee to provide material to partner boards & committees for input & suggestions.			•	•	•	•	•	•						
	Develop visual aids & mat'ls for redevelopment strategies.						•	•	•	•	•				
i	Facilitate discussion to identify potential re-use strategies & scenarios using data, assessments, & priorities.						•	•	•	•	•				
	Research analogous community redevelopment & planning projects in Iowa & the Midwest at 2021 Brownfield Conf. & 2021 Reclaiming Vacant Properties Conf.							•	•	•	•				
	Assist steering committee in prioritizing reuse strategies based on environmental conditions, site goals, economic return, & other costs & benefits					•	•	•	•	•	•	•	•		
ii	10 quarters (Q3-Q12)														
iii	Nathan Thompson, Project Coordinator & Josh Dansdill, Grants / Business Specialist														

iv	Site plans or renderings of proposed reuses at 6 sites, graphic displays of information relating to site condition, reuse, and community needs, prioritized chart(s) of community priorities for site reuse, information from communities that have successfully redeveloped brownfield sites, presentations and meetings with city council, Main Street, Economic Development, and other civic organizations.													
	Task 5: Next Steps & Implementation	Q1	2	3	4	5	6	7	8	9	10	11	12	
i	Facilitate meetings with property owners, city leaders, & steering committee to identify key site & area challenges & opportunities, & prioritize re-use & sites.													
	Identify & prioritize implementation steps & resources for selected redevelopment scenarios & strategies.													
	Complete draft Community-Wide Plan that includes data from existing conditions report as well as analysis from assessments, implementation steps, & community priorities.													
	Attend 2020 Iowa APA Conference for staff professional development, training, & networking with similar rural communities.													
ii	All quarters (Q1-Q12)													
iii	Nathan Thompson, Project Coordinator & Josh Dansdill, Grants / Business Specialist													
iv	Meetings with civic groups, leaders, businesses, and property owners, implementation guide for stakeholders including resources and next steps, Community-Wide Plan, site-specific reuse plans													

3.b. Cost Estimates / 3.b.i, 3.b.ii, & 3.b.iii¹⁰ All funds are for Hazardous Substance sites.

Task 1: 4% (\$10,137) Personnel/Fringe: \$9,504- 216 hrs. Finance Director @ \$35.20/hr + 25% fringe (12 quarters; Per quarter: 18hrs reporting and records management, monthly progress meetings, and task realignment management as needed) + **Other: \$150.00** (Acct software @ \$50/yr) + **5% indirect (\$483)**

Task 2: 17% (\$40,129) Personnel/Fringe: \$34,800 - 780 hrs. Project Coordinators @ \$32/hr +25% fringe. (12 quarters; Per quarter: 65 hrs. meetings w/ steering committee, online outreach, public meetings, publicity, mailings), 60 hrs. Ex. Director @ \$48/hr + 25% fringe (Per quarter: 5hrs, facilitation ass't & project supervision) + **Travel: \$418-** West Union: 20 trips from RCD (36 round-trip miles @ .58/mile = \$20.88/trip) + **Supplies: \$2,200** - meeting materials (pens, markers, paper, display easels, etc \$200) plotter printer ink (1 pack @ \$400) & paper (2 rolls @ \$100/ea.), \$600 printing costs (@ \$50/quarter * 12 quarters) + **Other: \$800** 2 USPS EDDM mailings @ \$400/ea \$800 + **5% indirect (\$1,911)**

Task 3: (50%) \$120,672 Personnel/Fringe: \$49,300 – 1,150 hrs. Project Coordinators @ \$32/hr +25% fringe (11 quarters; Per quarter est: 105 hrs. Complete Existing Condition Report, prepare/let/award/supervise Phase I&II assessments, meetings with property owners & city), 55 hrs. Ex. Director @ \$48/hr +25% fringe (Per quarter: 5hrs, facilitation ass't & project supervision) + **Travel: \$626** - West Union: 30 trips from RCD + **Contractual: \$65,000** - Environmental engineering firm to complete 10 Phase I assessments @ \$3,500/ea. & 2 Phase II assessments @ \$15,000/ea. + **5% indirect (\$5,746)**

Task 4: 14% (\$35,286) Personnel/Fringe: \$29,000 - 650 hrs. Project Coordinators @ \$32/hr +25% fringe (10 quarters; Per quarter est: 65 hrs., determine area & site reuse & plans, stakeholder meetings, research), 50 hrs. Ex. Director @ \$48/hr +25% fringe (Per quarter: 5hrs, facilitation ass't & project supervision) + **Travel: \$2,596-** 15 trips to West Union \$313,

¹⁰ Costs were estimated using standard 2019 GSA rates for mileage (\$.58) & lodging (\$124.00/day), RCD staff pay rates, projected fringe costs, and site assessment costs developed in consultation with the Iowa DNR.

Reclaiming Vacant Properties Conference 2021 (1 RCD staff) \$1,229 (\$300 registration, \$400 airfare, \$97 mileage to MSP airport [168 miles @ \$.58/mile], \$60 airport parking [4 days @ \$12/day], \$124/night hotel x 3 nights) & Nat'l Brownfield Conference 2021 (1 RCD staff) \$1,054 (\$125 registration, \$400 Airfare, \$97 mileage, \$60 airport parking, \$124/night hotel x 3 nights) + **Other: \$2,010**— Sketchup subscription at \$50/year, 3 year subscription to ArcGIS @ \$100/year, 3 year Adobe Cloud subscription at \$52/month x 30 months + **5% indirect (\$1,680)**
Task 5: 15% (\$35,506) **Personnel/Fringe: \$31,600** - 700 hrs. Project Coordinators @ \$32/hr +25% fringe (12 quarters; Per quarter: approx.150 hrs. to develop draft/final Community-Wide Plan with Existing Conditions Report, Priority Brownfield Site Reuse Strategy, Priority Implementation Summary Scenarios, Implementation Matrix with Timeline, technical assistance to West Union, Implementation Matrix), 60 hrs. Ex. Director @ \$48/hr +25% fringe (Per quarter: 11hrs, facilitation ass't & project supervision) + **Travel: \$865** - West Union: \$104 - 5 trips, Iowa APA Conference 2020 (1 RCD staff: \$761 [\$275 registration, \$238 mileage {410 miles round-trip at \$0.58/mile} 2 nights hotel @ \$124/night]) + **Supplies: \$1,350** printing costs for final plan documents + **5% indirect (\$1,691)**

Budget Categories		Project Tasks (\$)					
		Task 1	Task 2	Task 3	Task 4	Task 5	Total
Direct Costs	Personnel	\$ 7,603	\$ 27,840	\$ 39,440	\$ 23,200	\$ 25,280	\$ 123,363
	Fringe	\$ 1,901	\$ 6,960	\$ 9,860	\$ 5,800	\$ 6,320	\$ 30,841
	Travel	\$ -	\$ 418	\$ 626	\$ 2,596	\$ 865	\$ 4,505
	Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Supplies	\$ -	\$ 2,200	\$ -	\$ -	\$ 1,350	\$ 3,550
	Contractual	\$ -	\$ -	\$ 65,000	\$ -	\$ -	\$ 65,000
	Other	\$ 150	\$ 800	\$ -	\$ 2,010	\$ -	\$ 3,140
Total Direct Costs		\$ 9,654	\$ 38,218	\$ 114,926	\$ 33,606	\$ 33,815	\$ 230,219
Indirect Costs (5%)		\$483	\$ 1,911	\$ 5,746	\$ 1,680	\$ 1,691	\$11,511
Total Budget (Total Direct Costs + Indirect Costs)							\$ 241,730

3.c. Measuring Environmental Results RCD will track quarterly public engagement results, meeting records, data collection & analysis, and other applicable outputs each quarter according to ensure that tasks are completed according to the task and activity timeline. A shared RCD document will be updated as RCD staff complete. Progress will be evaluated according to the timeliness, volume, and quality of outputs. For example, public engagement material, the number of people engaged, and the efficacy of this engagement to contribute to desired outcomes (site redevelopment that contributes to overall goals) will be reviewed by staff and director after meetings to determine how to maximize staff time devoted to output associated with each task.

4. Programmatic Capability and Past Performance

4.a.i / 4.a.ii Programmatic Capability: Organizational Structure & Desc. of Key Staff

Resource Conservation and Development for Northeast Iowa, Inc. (RCD), is a 501c3 with 10 full-time staff and a 15-member board from 7 NE IA counties that bring extensive expertise & experience in various fields including biology, GIS, agriculture, planning, community development, tourism, and business development. RCD has worked with local, state, and federal partners (incl. US EPA, USFWS, USDA, IA DNR, & IA DOT) to successfully implement hundreds of grant-funded projects throughout a 7-county region of NE IA. RCD follows all

internal auditing procedures recommended by an independent consulting firm that conducts an A-133 audit each year.

Name	RCD Role	Education	Skills & Experience	Yrs Exp	Project Role
Paul Berland	Executive Director	M. Env. Sci.	Project mgmt & planning	15	Oversight & ensure accountability
Amanda Streeper	Assoc. Director / Finance	B.A.	Auditing & financial tracking	10	Grant admin., reporting, expenses
Nathan Thompson	Project Coordinator	M. Urban & Reg. Plg	Community engagement/ outreach, planning	3	Project lead: outreach, facilitation, coordination, data collection
Mallory Hanson	Tourism/Econ Dev Coord	B.A.	Community engagement & development	8	Project support: community organizing, leveraging
Josh Dansdill	Grants Specialist	B.A.	Biz counseling, project mgmt	8	Project support: data collection, visualization
Ross Evelsizer	Watershed Planner	B.S.	GIS, Watershed planning	6	Project support: Data collection, GIS

4.a.iii. Acquiring Additional Resources RCD will only contract P1/P2 Assessments. RCD has experience implementing 2 CFR 200 requirements. If a new employee is needed, as an EOE, the RCD Board Personnel Committee will follow all federal guidelines for hiring.

4.b. Past Performance and Accomplishments

4.b.ii. Has Not Received an EPA Brownfields Grant but has Received Other Federal or Non-Federal Assistance Agreements

1) Purpose and Accomplishments

EPA FY2017 Postville, IA Brownfields Area-Wide Planning Grant (\$200,000) Engaged 800+ people, researched 7 priority brownfield sites, and developed bilingual social media that reached over 2,000 people. Project influenced UST removal at 2 locations, spurred business development, inspired trail and public art installations, developed area and site plans, and led community organization for implementation of plan elements.

EPA FY2018 Environmental Justice & Cooperative Problem-Solving (\$125,000)

Distribution of 400 lead and 400 radon home test kits and multi-lingual information; community awareness and education about potential home hazards & resources for remediation, including \$25,000 grant from Iowa Cancer Consortium to install radon mitigation system in homes.

USDA-AMS Expand NE IA Farmers Market System (\$94,745) Formed 7-county Farmers Market Advisory Council, developing and implementing a regional farmers market brand and marketing strategies, a regional conference, assessment of 24 markets, 2 new markets, 4 markets expanded, market sales increased sales by 8.5%, and access to healthy food increased. Final report used by AMS as an example for other grantees. As a result of lessons learned, a new AMS Farmers Market Promotion Grant for \$336,603 was awarded to RCD.

2) Compliance with Grant Requirements RCD has a history of timely and acceptable quarterly and final reporting as required by all state and federal funders who awarded grants and contracts. RCD has always complied with or exceeded workplan deliverables. When RCD was unable to complete a task or deliverable within the proposed timeframe, RCD submitted an explanation and proposed action in reports.

Threshold Criteria
Statement of Applicant Eligibility

Resource Conservation and Development for Northeast Iowa, Inc. is eligible as a 501(c)(3) non-profit organization.

Attachment: IRS Determination Letter (11/20/03)

Internal Revenue Service

Date: November 20, 2003

Resource Conservation and Development
for Northeast Iowa, Inc.
P.O. Box 916
Postville, IA 52162-0916

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:

Jeremy L. Vogelpohl 31-03888
Customer Service Representative

Toll Free Telephone Number:

8:00 a.m. to 6:30 p.m. EST
877-829-5500

Fax Number:

513-263-3756

Federal Identification Number:

42-1309260

Dear Sir or Madam:

This is in response to your request of November 20, 2003, regarding your organization's tax-exempt status.

In November 1989 we issued a determination letter that recognized your organization as exempt from federal income tax. Our records indicate that your organization is currently exempt under section 501(c)(3) of the Internal Revenue Code.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Resource Conservation and Development for Northeast Iowa, Inc.
42-1309260

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

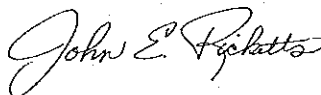
Section 6104 of the Internal Revenue Code requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. The law also requires organizations that received recognition of exemption on July 15, 1987, or later, to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. Organizations that received recognition of exemption before July 15, 1987, and had a copy of their exemption application on July 15, 1987, are also required to make available for public inspection a copy of the exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. For additional information on disclosure requirements, please refer to Internal Revenue Bulletin 1999 - 17.

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,

A handwritten signature in cursive script, reading "John E. Ricketts".

John E. Ricketts, Director, TE/GE
Customer Account Services

Community Involvement

Northeast Iowa Resource Conservation & Development (RCD) will engage with multiple local organizations and civic leaders as part of this assessment, planning, and redevelopment project.

West Union has several existing committees and boards pursuing goals that include improving community health, creating additional recreational access, improving economic conditions, and promoting development, but these efforts would benefit from coordinated leadership. RCD will work closely with members from these organizations to make sure the assessment, planning, and implementation activities supplement and build on work that has already been undertaken in West Union. The West Union City Council and City Administrator, West Union Economic Development, the River Bluffs Scenic Byway (RBSB) Board, the West Union Iowa Great Places (IGP) Committee, Fayette County Tourism, Fayette County Planning and Zoning, and the Turkey River Watershed Management Authority (TRWMA) will work collaboratively on this project through a project advisory committee. Other business, civic, and community leaders will be encouraged to participate.

The community involvement plan will be inclusive of and reflect input from stakeholders in planning, implementation, and assessment activities. The plan will gather input from the community and communicate project progress through small and large group in-person meetings. Specific public meetings will include, but not be limited to, open houses, a community design meeting, and attendance at meetings of other groups working on West Union projects such as West Union Main Street. RCD will make an effort to go to where people are already meeting and engage with residents at community focal points. Community input will also be encouraged through distribution of two community wide mailings to every household in West Union, which will promote public meetings, provide information, and solicit feedback via online questionnaires or direct contact with staff.

Development and maintenance of online participation opportunities, including social media, will distribute information about project milestones, meetings and other topics. Press releases with project updates and announcement of meetings will be distributed (at least two annually). The committee is formed through this project will meet a minimum of twice/year over the three years of the project, more if they deem appropriate. Participants involved will be provided with written materials and online resources to help them engage with the other committees and boards they serve on to ensure a free flow of information. RC&D staff will be available throughout the 3-year project to answer any questions, and gather comments and input from community members for the advisory committee.

Affirmation Statement

Resource Conservation & Development for Northeast Iowa, Inc. affirms it does not currently have an active Assessment Grant.

Areas Affected by Project

City: West Union

County: Fayette County

State: Iowa

Country: United States of America

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

12/02/2019

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

IA

8. APPLICANT INFORMATION:

* a. Legal Name:

Resource Conservation and Development for Northeast Iowa Inc

* b. Employer/Taxpayer Identification Number (EIN/TIN):

42-1309260

* c. Organizational DUNS:

8765386870000

d. Address:

* Street1:

101 E. Greene St.

Street2:

* City:

POSTVILLE

County/Parish:

Allamakee

* State:

IA: Iowa

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

52162-7771

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Paul

Middle Name:

* Last Name:

Berland

Suffix:

Title:

Executive Director

Organizational Affiliation:

Northeast Iowa RC&D

* Telephone Number:

563-864-7112

Fax Number:

563-864-7113

* Email:

pberland@northeastiowarc&d.org

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

M: Nonprofit with 501C3 IRS Status (Other than Institution of Higher Education)

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.818

CFDA Title:

Brownfields Assessment and Cleanup Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-OLEM-OBLR-19-05

* Title:

FY20 GUIDELINES FOR BROWNFIELD ASSESSMENT GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

1234-Areas Affected by Project.pdf

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

West Union Brownfield Assessment for Revitalization

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="241,730.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="241,730.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email: * Signature of Authorized Representative: * Date Signed: